
CALIFORNIA TAX CREDIT ALLOCATION COMMITTEE

915 CAPITOL MALL, ROOM 485

SACRAMENTO, CA 95814

TELEPHONE: (916) 654-6340

FAX: (916) 654-6033

William J. Pavão

Executive Director



MEMBERS:

Bill Lockyer, Chair
State Treasurer

Michael C. Genest, Director
Department of Finance

John Chiang
State Controller

DATE: January 20, 2009

TO: Low Income Housing Tax Credit Project Owners

FROM: Compliance Unit

RE: California's Housing Tax Credit Program 2008 Annual Owners Certification (AOC) Package

The California Tax Credit Allocation Committee (CTCAC) is pleased to announce that the **Annual Owners Certification (AOC) Package** is now available on its Web site at:
www.treasurer.ca.gov/ctcac/compliance.asp.

Starting in 2009, the Annual Owners Certification (AOC) package will consist of four reports: The Annual Owners Certification (AOC), the Project Ownership Profile (POP), the Annual Operating Expense (AOE) Report, and the Lender Profile Report. One submission of the Annual Owners Certification Package per property is required for properties in the initial federal compliance period as well as those in the extended use period. The package will be divided into two parts, with two distinct submission dates, as follows:

- The 2008 AOC package **Part I- Due March 27, 2009** includes:
 1. Annual Owners Certification (AOC) form,
 2. Project Ownership Profile (POP) form.
- The 2008 AOC Package **Part II – Due May 29, 2009** (*will be available on-line March 31, 2009*) includes:
 1. Annual Operating Expense Report (AOE) and
 2. New Lender Profile Form.
- You have 3 options for submitting Part's I and II of the package:
 1. Email the completed forms to TCAC@treasurer.ca.gov
 2. Send CTCAC a CD if you are submitting reports for multiple projects (more than 5 projects).
 3. Only those projects with no computer access can submit a hard copy of the forms to the attention of: Georgene Palmerin at 915 Capitol Mall, Room 485, Sacramento, CA 95815.

If you have any questions or problems downloading or submitting the AOC package, please contact Ammer Singh or Georgene Palmerin at (916) 654-6340.